

## DRIVEWAY PERMIT

Date \_\_\_\_\_

Permit No: \_\_\_\_\_

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Residential Address (provide mailing address if different from residential) \_\_\_\_\_

\_\_\_\_\_

Address/Parcel Number of Driveway to be constructed \_\_\_\_\_

\_\_\_\_\_

Contact Phone Number (Required) \_\_\_\_\_

Email Address (Preferred) \_\_\_\_\_

### Check one of the following:

☐ Non -Villages Resident

☐ Villages Resident - A copy of The Villages Architectural Review Committee (ARC) Home/Property alteration form approval must be submitted with this application. Once approved by ARC, a copy of the approved ARC form must be submitted with this permit application.

☐ Commercial Driveway – A \$90.00 application fee will be required for all Commercial Driveway Permit Applications. Payment can be made by cash, check, or credit card. Please make checks payable to Sumter County BOCC. There will be a \$25.00 fee for all returned checks.

**REQUIRED** - Please provide a simple sketch of the proposed driveway. The sketch should include the approximate width of right-of-way, proximity to nearest County Road, dimensions of driveway to be constructed and **if commercial** - purpose of driveway with type, drainage features and amount of traffic expected. See attached example.

## TERMS AND DISCLAIMER

### THE APPLICANT:

- Will save and keep Sumter County harmless from any and all damages, claims or injuries that may occur by reason of construction of said facility.
- Is bound to conform to the description and sketch as approved and to all rules, regulations and ordinances of Sumter County.
- Is cautioned that utilities may be located within the area of construction and that it is the applicant's responsibility to notify any affected utility company in order to avoid damages to said utilities. **Call 1-800-NO-CUTS (1-800-432-4770).**
- Culvert pipe shall be CMP or concrete only within the County Right- of-way.
- Sumter County Public Works offers a no cost delivery of culvert pipe if the pipe is purchased within Sumter County and paid for in advance.
- During the permit review process, if a pipe is deemed necessary, you will be contacted by County Staff.
- Agrees that all work shall meet Sumter County standards and The Florida Department of Transportation's latest edition of the Design Standards index 600 series.
- Agrees as a condition of this permit to notify Public Works Engineering Department at least **24 hours** prior to beginning construction. (352-569-6700)
- Agrees to notify Public Works Engineering Department for a final inspection upon completion of construction to insure all County property and rights-of-way are restored to its original condition. (352-569-6700)
- Agrees to have a copy of the **approved permit** on site at all times during construction.
- Agrees **NOT TO COMMENCE CONSTRUCTION** on the right-of-way until receipt of written approval (hardcopy or email).

BY SIGNING BELOW THE APPLICANT IS AGREEING TO THE ABOVE TERMS AND DISCLAIMER

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Submit this application, together with any applicable fees, ARC approval form (if applicable) and sketch to:

Development Services  
319 E. Anderson Avenue  
Bushnell, FL 33513  
(352) 569-1500

Development Services  
7375 Powell Road  
Wildwood, FL 34785  
(352) 689-4460

Once the completed application, with any applicable fees and forms is received by Development Services, it will be reviewed by Engineering Staff. Upon approval, you will then be contacted by a member of staff to arrange an inspection of the proposed driveway site.

**\*\*Note the Permit is only valid for 90 days. After 90 days, you will be required to submit a new application.**

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STAFF ONLY:

Approved by: \_\_\_\_\_ Date Approved: \_\_\_\_\_

Job Title: \_\_\_\_\_

**Permit Shall Expire (90) days From Date Approved**      **Date Expired:** \_\_\_\_\_

Date of Final Inspection: \_\_\_\_\_

Comments or Special conditions: \_\_\_\_\_

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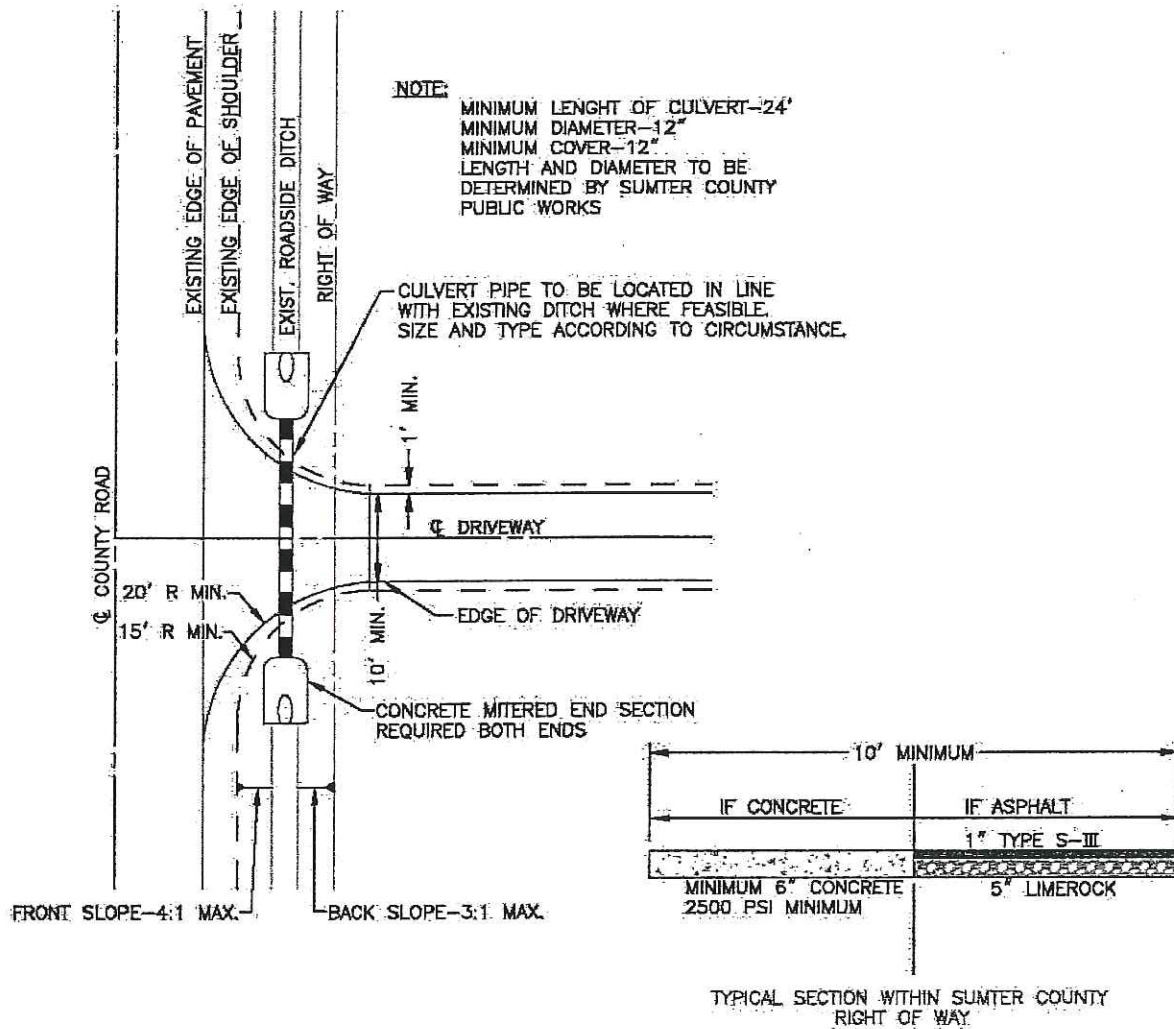
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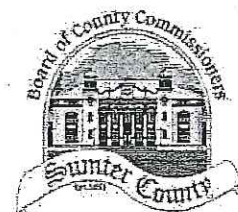
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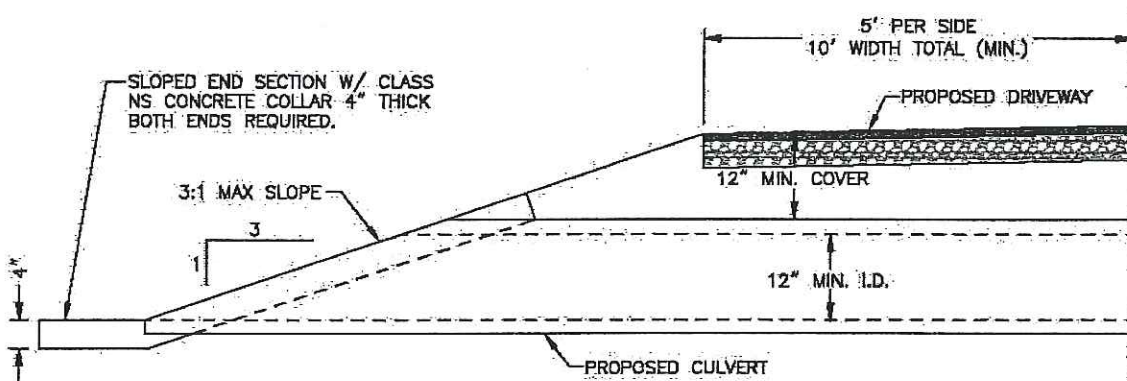
# Sketch Sheet



ARTERIAL AND MAJOR  
 COLLECTOR DRIVEWAYS



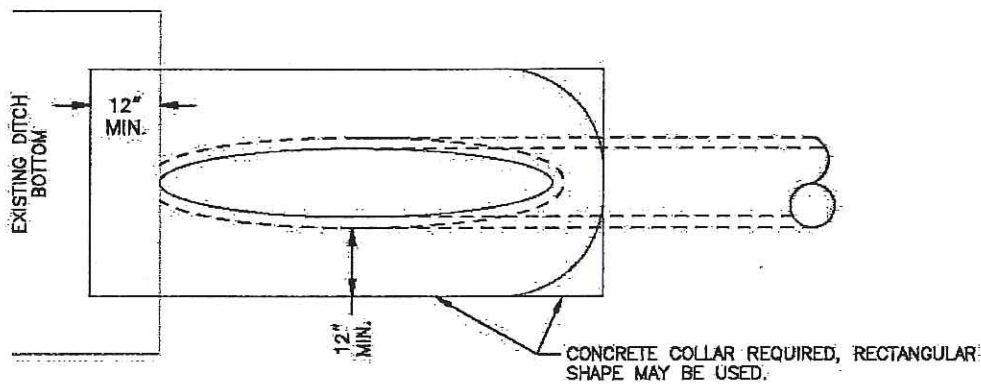
FOR  
 PUBLIC WORKS DEPARTMENT  
 SUMTER COUNTY, FLORIDA



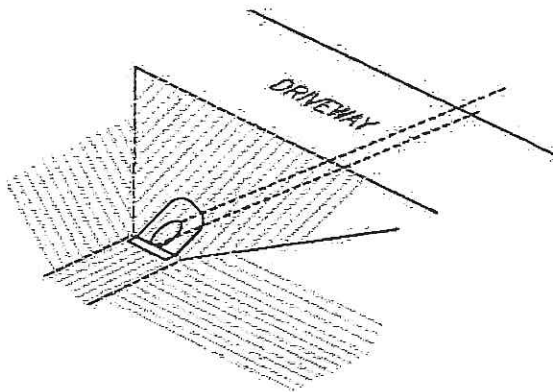
**NOTE:**

IF CULVERT PIPE DIAMETER IS GREATER THAN 24", A STEEL GRATE MAY BE REQUIRED.

**SECTION**



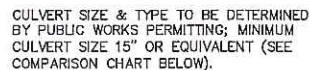
**PLAN**



ARTERIAL AND MAJOR  
COLLECTOR DRIVEWAYS



FOR  
PUBLIC WORKS DEPARTMENT  
SUMTER COUNTY, FLORIDA



MAX SLOPE FOR DRIVEWAY 12%. (1.0' VERTICAL TO 8.3' HORIZONTAL DISTANCE).SIDEWALK PORTION NOT TO EXCEED 2% CROSS SLOPE ( $\frac{1}{50}$  PER FOOT). IF NO SIDEWALKS, DISREGARD SIDEWALK PORTION.



APRON DETAILS PAVED ROADS



APRON DETAILS UNPAVED ROAD



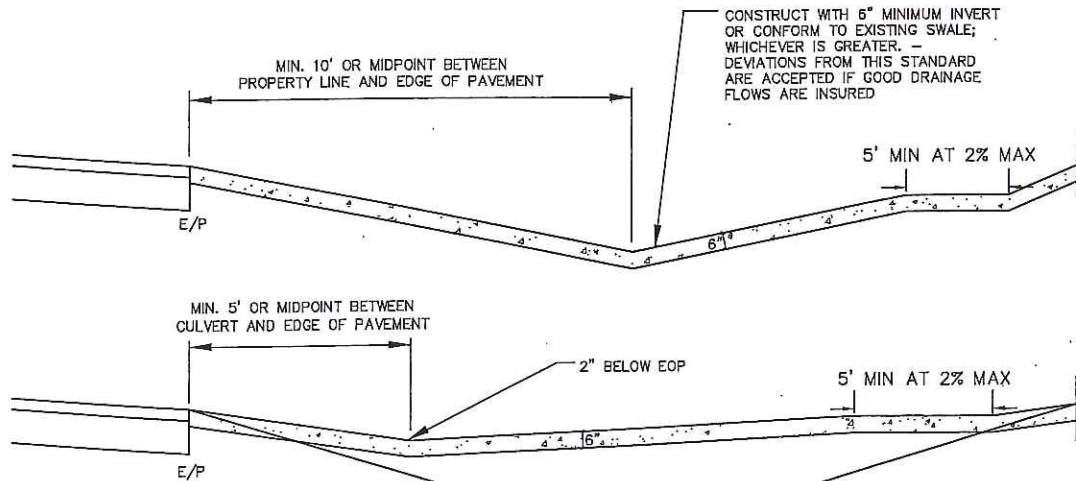
APRON DETAILS UNPAVED ROAD

1. PAVERS NOT ALLOWED WITHIN COUNTY RIGHT OF WAY, UNLESS APPROVED BY COUNTY ENGINEER. PAVERS FOR SIDEWALKS MUST MEET ADA GUIDELINES.

- MATERIALS TO USE:**

1. 4" CONC. w/6"x6" 10/10 WWM OR FIBERMESH
2. 6" CONC. w/6"x6" 10/10 WWM OR FIBERMESH FOR APRON
3. 6" LIMEROCK, COMPACTED TO 98% AASHTO T-180 METHOD, 1" ACSC
4. 6" SOIL CEMENT. 1"ACSC

Drawing name: K:\DCA\_Civil\142090338 - As Req Supp FY 2013\Additional Tasks - SLH\Engineering Standards Manual\Plan Sheets\A16-Commercial Driveway.dwg Model Jun 05, 2014 7:16am by: stewartbill



CULVERT SIZE & TYPE TO BE DETERMINED BY PUBLIC WORKS PERMITTING; MINIMUM CULVERT SIZE 15" OR EQUIVALENT (SEE COMPARISON CHART BELOW).

APPROX. DITCH LINE

DRIVEWAYS FOR LOTS OVER 150' DEEP WILL NOT EXCEED 5% SLOPE. DRIVEWAYS FOR LOTS UNDER 150' DEEP WILL NOT EXCEED 12%. DRIVEWAYS WITH SIDEWALKS WILL HAVE A MIN 5' SIDEWALK NOT TO EXCEED 2% CROSS SLOPE.

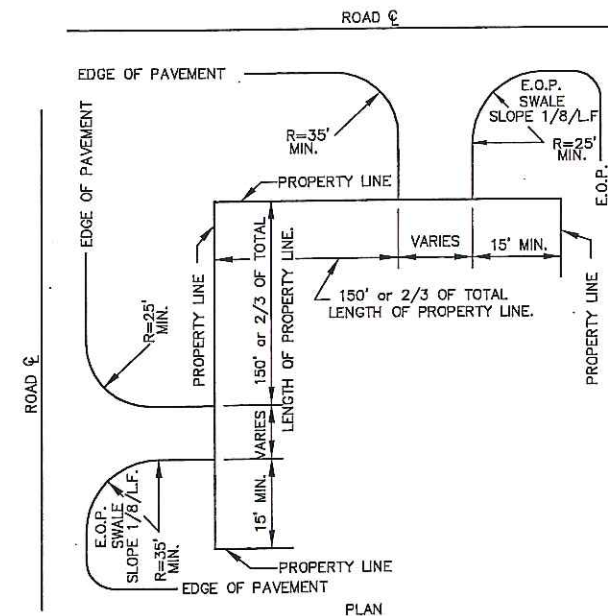
CULVERT EQUIVALENT SIZE CHART	
ROUND	OVAL
15"	12" x 18"
18"	14" x 23"
24"	19" x 30"

#### DRIVEWAY WIDTH OPTIONS PER ROADWAY:

1. ONE VEHICULAR ACCESS ONLY, NOT TO EXCEED FORTY (40) FEET IN WIDTH FOR A TWO LANE DRIVEWAY.
2. ONE VEHICULAR ACCESS POINT, NOT TO EXCEED SIXTY (60) FEET IN WIDTH FOR A FOUR LANE DRIVEWAY.
3. TWO VEHICULAR ACCESS POINTS, NOT TO EXCEED TWENTY-FOUR (24) FEET IN WIDTH EACH.
4. ALL DRIVEWAYS SHALL BE A MINIMUM OF 24 FEET WIDTH.

#### GENERAL NOTES:

1. ALL RIGHT-OF-WAY FRONTING THE EDGE OF PAVEMENT SHALL BE SODDED.
2. WHEN THE PERMITEE'S PROPERTY ABUTS A DRAINAGE RIGHT-OF-WAY OR A COUNTY LAKE, SUFFICIENT VEGETATION MUST BE UTILIZED TO CONTROL EROSION IF THE AFOREMENTIONED AREA IS DISTURBED BY REGRADING, SOD MUST BE UTILIZED TO CONTROL SUBSEQUENT EROSION.
3. ALL WORK TO BE COMPLETED PRIOR TO ISSUING A CERTIFICATE OF OCCUPANCY, UNLESS AN EXTENSION IS GRANTED BY THE BUILDING DEPARTMENT.
4. DRIVEWAYS CONSTRUCTED ON UNPAVED STREETS WILL TERMINATE 7' OFF THE GRADED WAY, AND AREA BETWEEN DRIVEWAY AND ROAD TO BE STABILIZED WITH A MINIMUM OF 6" LIMEROCK.
5. DRIVEWAY PROFILES TO BE SHOWN ON PLANS.
6. USE SUMTER COUNTY STANDARD ASPHALT OR CONCRETE DETAILS FOR MATERIALS FOR DRIVEWAYS. MINIMUM THICKNESS IS 6", DETERMINED BY THE PROJECT ENGINEER.
7. ALL VEHICULAR ACCESS POINTS SHALL BE LOCATED AT LEAST 150', OR 2/3<sup>rd</sup> THE DISTANCE OF THE LOT FRONTAGE, WHICHEVER IS LESS, FROM THE INTERSECTION OF ANY RIGHT-OF-WAY LINES OF STREETS OR A STREET AND A RAILROAD AND AT LEAST 15' FROM ALL SIDE OR REAR PROPERTY LINES.
8. ON 24" AND LARGER PIPES, A 6' WIDE SHOULDER SHALL BE PROVIDED ON EACH SIDE OF THE DRIVEWAY PAVEMENT WITH 2:1 MITERED END SECTIONS. ON 18" AND SMALLER PIPES, A 2' FOOT WIDE SHOULDER SHALL BE PROVIDED WITH A 4:1 MITERED END SECTIONS.
9. ADDITIONAL DRIVEWAYS, LOCATIONS OR WIDTHS REQUIRE A VARIANCE BY THE COUNTY ENGINEER.
10. INTERSECTION SIGHT DISTANCE SHALL BE PROVIDED PER THE FDOT GREEN BOOK AND SUMTER COUNTY LAND DEVELOPMENT CODE.



DATE	BY
REVISIONS	
Sumter County Public Works Division	
319 East Anderson Avenue	
Bushnell, FL 32909	
(352) 589-6700	
Sumter County Seal	
Design Engineer: Scott B. Cottrell, P.E.	
Florida Registration Number	
Scale: AS NOTED	DESIGNED BY: SLH
Drawn By: SLH	Checked By: SBC
Date:	
COMMERCIAL DRIVEWAY	
ENGINEERING STANDARDS MANUAL	FLORIDA
SUMTER COUNTY	
DATE	JUNE 2014
SHEET NUMBER	A16